Agrium
Conda Phosphate Operations

Agrium's Response to
EPA's Letter Dated August 31, 2005

Agrium asserts a claim of confidentiality with respect to the information contained herein. The information to which this confidentiality claim applies constitutes trade secret, privileged or confidential commercial or financial information, and/or information specifically exempted from disclosure by statute. Such information has been maintained in confidence by Agrium and is not reasonably obtainable by use of legitimate means without Agrium's consent, and Agrium intends to continue its existing practice of protecting the confidentiality of all information subject to this claim of confidentiality.

Public disclosure of the information for which Agrium asserts this confidentiality claim would cause substantial harm to Agrium's competitive position. Furthermore, the information to which this claim applies does not constitute emission data, standards or limitations within the meaning of Clean Air Act §114(c), or other similar relevant federal and/or state provisions. This information includes commercial and/or financial-related information regarding confidential, commercially valuable plans, processes or devices. Because Agrium's business is highly competitive in nature, the disclosure of any such information would substantially harm Agrium's business position by depriving it of an advantage inherent in such information, and/or by providing Agrium's competitors with the ability to derive a benefit from such information to Agrium's detriment. For example, certain information to which this claim applies potentially could be used by Agrium's competitors to project Agrium's future production and/or pricing patterns, to gain insight into Agrium's proprietary process designs and/or production and marketing strategies, and/or to negatively influence public/consumer perceptions of Agrium and Agrium products.

In the event that EPA, or the Idaho Department of Environmental Quality ("IDEQ") receives a request for public disclosure of any information contained herein, Agrium requests that EPA and/or IDEQ notify Agrium immediately upon receiving any such request, notify Agrium of any determination by EPA and/or IDEQ with respect to the confidentiality of such information, and provide Agrium an opportunity to comment regarding any such EPA/IDEQ determination prior to the public disclosure of the requested information.

AGRIUM/CONDA
CBI Document Production Index
in Response to 8/31/05 EPA Info. Request

BATES PREFIX	BEG BATES	END BATES	DATE	DOC TYPE	AUTHOR	RECIPIENT	DESCRIPTION
AGR-CBI	001312	001312		File Cover			File cover sheet, "Dry Products Shipping" (documents located at AGR-CBI 001312-001424)
AGR-CBI	001313	001313		File Cover			Sub-File cover sheet, "Shut-Downs" (documents located at AGR-CBI 001313-001316)
AGR-CBI	001314	001316	2/21/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Switch Engine, Shut Down of Switch Engine
AGR-CBI	001317	001317		File Cover			Sub-File cover sheet, "Start-Ups" (documents located at AGR-CBI 001317-001320)
AGR-CBI	001318	001320	2/12/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Switch Engine, Start Up of Switch Engine
AGR-CBI	001321	001321		File Cover			Sub-File cover sheet, "Normal Operations" (documents located at AGR-CBI 001321-001424)
AGR-CBI	001322	001324	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Plowing Snow
AGR-CBI	001325	001328	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Switch Engine, Weighing Cars
AGR-CBI	001329	001332	2/13/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Switch Engine, Operating Track Mobile
AGR-CBI	001333	001337	12/14/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Switch Engine, Operating the Switch Engine
AGR-CBI	001338	001342	2/3/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Spotting Ammonia Railcars
AGR-CBI	001343	001349	2/4/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Spotting Super Phosphoric Acid Railcars
AGR-CBI	001350	001352	2/4/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Airing Railcars
AGR-CBI	001353	001357	2/4/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Spotting Sulfur Railcars
AGR-CBI	001358	001362	2/24/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Area Brakeman, Switching Railcar to Rubber Shop
AGR-CBI	001363	001366	2/6/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Switching Railcars to Load Out for Union Pacific
AGR-CBI	001367	001371	2/4/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Spotting Hopper Railcars
AGR-CBI	001372	001375	2/4/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Spotting Sulfuric Acid Railcars

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CBI Document Production Index
In Response to 8/31/05 EPA Info. Request

BATES PREFIX	BEG BATES	END BATES	DATE	DOC TYPE	AUTHOR	RECIPIENT	DESCRIPTION
AGR-CBI	001376	001379	2/13/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Switch Engine, General Maintenance/Service
AGR-CBI	001380	001383	2/13/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Servicing Loader
AGR-CBI	001384	001386	2/4/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Cleaning Switches with Switch Engine Air
AGR-CBI	001387	001390	2/11/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Switch Engine, Rerailing Railcars
AGR-CBI	001391	001394	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Operating a Loader
AGR-CBI	001395	001397	2/4/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Throwing All Switches
AGR-CBI	001398	001400	2/13/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Switch Engine, Repairing Railroad Tracks
AGR-CBI	001401	001403	5/20/2004	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Switch Engine, Radio Communication
AGR-CBI	001404	001406	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Setting Hand Brakes on Railcars
AGR-CBI	001407	001409	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Changing Brakes on Switch Engine
AGR-CBI	001410	001412	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Cleaning Switches With Shovel and Switch Broom
AGR-CBI	001413	001415	2/10/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Inspecting Rail Crossing
AGR-CBI	001416	001424	2/5/2003	SOPs	Agrium Conda Phosphate Operations		Standard Operating Procedures: Brakeman, Spotting Purified Phosphoric Acid Railcars

Dry Products
Goose Crew

Shut Downs

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Switch engine

SHUT DOWN OF SWITCH ENGINE

Switch Engine Shut down- 01
02/12/03

Objective: Provide operating personnel with step-by-step instruction on how to shut down the switch engine.

Requirements: Operators must attend Railroad training, Department of Transportation training. All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents: Department of Transportation certification and Railroad Training.

Tools and Equipment: Two-way radios for communication with the switch engine operator.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection	• Pinch point • Whipping air hose	

TASKS:

1. Close throttle.
2. Set brakes.
3. Pull electrical switches.

Steps		Key Points	PPE/Hazards
1.	Close the throttle.		
2.	Set the switch engine brake lever.		
3.	Set the hand brake.	Hand brake wheel is inside of the switch engine cab on the right hand side of the front door.	
4.	Pull the generator field switch out.		
5.	Place the engine shut down lever or the throttle in the stop position.		
6.	Place the directional lever in the neutral position and remove the lever from the controller.		
7.	Pull all other electrical switches to the off position.	Fuel pump, lights.	
8.	Disconnect the main battery switch.	Main battery switch is in the electrical box in the switch engine cab.	

NOTE

FOR LONG TERM SHUT DOWN IN FREEZING WEATHER REMOVE THE DRAIN PLUG IN BOTTOM OF THE RIGHT HAND WATER PUMP.

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

Start-ups

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Switch engine

START UP OF SWITCH ENGINE

Switch Engine Start up- 01
02/12/03

Objective: Provide operating personnel with step-by-step instruction on how to start up switch engine.

Requirements: Must attend Railroad training, Department of Transportation training. All brakeman and switch engine operators must have the knowledge of this procedure.

Required Documents Department of Transportation certification and Railroad training.

Tools and Equipment: Switch engine.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection		

TASKS:

1. Place lever.
2. Push switches.
3. Open switch.
4. Press start button.

Steps		Key Points	PPE/Hazards
1.	Place the directional lever in the neutral position.		Hardhat Gloves Safety toe footwear Safety glasses Hearing protection
2.	Place the shut down lever in the run or the throttle in idle position.		
3.	Connect the main battery switch.		
4.	Push the control switch and fuel pump in.		

NOTE

WHEN THE FUEL GUAGE SHOWS PRESSURE FOLLOW STEP #5

5.	Open generator field switch.		

NOTE

WHEN STARTING A COLD ENGINE IT MAY BE NECESSARY TO HOLD THE INJECTOR LAYSHAFT OF THE ENGINE IN SLGHTLY OPEN POSITION FOR A FEW MINUTES TO KEEP THE ENGINE FROM DYING AFTER STARTING. HOLD THE LAYSHAFT JUST FAR ENOUGH TO KEEP THE ENGINE TURNING OVER UNTIL THE GOVERNOR TAKES OVER.

6.	Press the engine start button and hold until the engine fires.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

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TRAINEE: _____

DATE: _____

Normal Operations

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Brakeman

PLOWING SNOW

Switch Engine-Brakeman- 01
02/10/03

Objective: Provide operating personnel with step-by-step instruction on how to plow snow.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Pay loader.

PPE	Hazards	Environmental Considerations
• Hard hat • Safety glasses • Safety toed footwear • Gloves • Hearing protection	• Buried hazards	

TASKS:

1. Operate loader.
2. Know area being plowed.
3. Verify for no obstructions.
4. Push snow.
5. Remove snow.

Steps		Key Points	PPE/Hazards
1.	Climb steps into the loader.		Check for broken steps and handrail.
2.	Start loader engine.		

NOTE

WAIT FOR AIR AND OIL PRESSURE TO BUILD ON LOADER ENGINE

3.	Check for any operators in the area.		
4.	Release the park brake.		
5.	Go to the area needing snow removal.		

CAUTION

VERIFY THAT THERE ARE NO BURIED HAZARDES IN THE WAY

6.	Lower the bucket in a level position.		
7.	Push the snow in the area needing removed into a pile.		
8.	Remove the snow pile to the area for storage.	Usually storage area is at south west of shipping building across #11 track in field.	

Training Notes:

This procedure must be practiced with a qualified A-operator before meeting certification.

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Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

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Agrium

Conda Phosphate Operations

Standard Operating Procedures

Switch engine

WEIGHING RAILCARS

Switch Engine-Operator- 01
02/10/03

Objective: Provide operating personnel with step-by-step instruction on how to weigh railcars.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Switch engine, scale, two-way radio and Railcars.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection	• Pinch points • Whipping air hose	

TASKS:

1. Weigh railcar
2. Couple and uncoupling
3. Shutting and opening air valve
4. Hooking air hose up

Steps	Key Points	PPE/Hazards

NOTE

SWITCH ENGINE AND 6 SUPER PHOSPHORIC ACID RAILCARS CAN FIT ON THE SCALE TRACK WITH OUT THROWING LOWER SCALE SWITCH TOWARDS THE SCALE TRACK, 9 SUPER PHOSPHORIC ACID RAILCARS AND THE SWITCH ENGINE CAN FIT IF THE LOWER SWITCH IS THROWN TOWARDS THE SCALE TRACK.

1.	Take the railcars to the scale to be weighed		
2.	Spot the end of the railcar on the west end of the scale.	Verify that all 8 of the railcar wheels are on the scale.	
3.	Weigh the railcar.	Inside of scale shack is a balance beam scale.	
4.	Stamp the scale ticket	Lightweight is stenciled on the side of the railcar.	
5.	Fill out the scale ticket.		

DANGER

NEVER STAND BETWEEN SWITCH ENGINE AND RAILCARS ON TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

6.	Signal the switch engine operator to spot the next railcar.		
7.	Spot the next railcar on the east end of the scale.	Verify that all 8 of the railcar wheels are on track.	

Steps	Key Points	PPE/Hazards

CAUTION

STAY CLEAR OF AIR BRAKE SYSTEM HOSE WHEN AIRING UP RAILCAR UP

8.	Shut the air brake system air valve off on the cars uncoupling from.		
9.	Signal the switch engine operator to uncouple.	Verify that the railcars being pulled off of the scale are off of scale.	
10.	Signal the switch engine to stop when the railcars being pulled are off of the scale.		
11.	Weigh the railcar	Inside the scale shack is a balance beam scale	
12.	Follow steps 3-5		
13.	Signal the switch engine operator to couple to the railcar on scale.		
14.	Spot the next railcar on the east end of the scale.	Verify that all 8 of the railcar wheels are on scale.	
15.	Shut the air brake system air valve off on the cars uncoupling from.		
16.	Signal the switch engine operator to uncouple.	Verify that the railcars being pulled off of scale are off of scale.	
17.	Hook the air brake system hose from the railcar on scale to the railcars already weighed.		
18.	Follow steps 7-17 until all cars are weighed.	Weigh the remaining cars on the east end of the scales.	

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

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Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: _____

DATE: _____

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Conda Phosphate Operations

Standard Operating Procedures

Switch Engine

OPREATING TRACK MOBILE

Switch Engine (A operator)-01
02/13/03

Objective: Provide operating personnel with step-by-step instruction on how operate the track mobile.

Requirements: Must have Railroad certification, Department of Transportation certification All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Track mobile.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection		

TASKS:

1. Verify brake operation.
2. Verify accessories operation.

Steps		Key Points	PPE/Hazards
1.	Check the track mobile for anything hanging, dangling or damaged parts.		
2.	Climb onto the track mobile using steps and handrails.		Watch for broken step or handrail.
3.	Start the track mobile.	Wait for the air and oil pressure to build.	
4.	Check the fuel level and oil pressure.		
5.	Sound the horn to verify that operators are clear of the track mobile.		
6.	Apply the track mobile brake lever.		
7.	Release the track mobile park brake.		
8.	Throw the directional lever in the desired direction.		
9.	Release the track mobile brake lever.		
10.	Apply the throttle as required.		
11.	Apply the track mobile brake to verify proper operation.		
12.	To change direction, decrease the throttle fully, apply brake, come to a complete stop and change the direction lever to the desired direction.		
13.	Apply the throttle as required.		

NOTE

TRACK MOBILE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

Steps	Key Points	PPE/Hazards

NOTE

TRACK MOBILE IS GEARED FOR PULLING OR PUSHING 12 LOADED RAILCARS ON LEVEL AND 2 LOADED RAILCARS ON . 1% GRADE

14.	Using railcar air brake system, use railcar air brake bleed off lever to bleed air off as needed from the railcars.		
15.	Emergency stops with railcars; push the emergency stop button and apply the track mobile brake.		

Standard Operating Control Limits

SOCL #: Track mobile - 01

Deviation	Condition	Consequence	Action To Take
High/High Engine temperature.	What is the condition? 195* temperature.	Engine temperature gets above 195* engine will automatically shut down.	Let engine cool for restart.
High Engine temperature.	Temperature 190*	Engine close to automatic shut down.	Place transmission in neutral run at half idle until engine temperature reaches 160* to 180*
Engine oil pressure. Low	No oil pressure 10 seconds after start up of engine.	Engine damage.	Shut down engine add oil.
Converter Temperature	250* over working track mobile.	Temperature above 250* will damage oil seals.	Cool converter place transmission in neutral run at half idle until converter reaches 160* to 180*.
Transmission oil Pressure	Low oil pressure below 240 PSI.	Transmission damage	Check oil level on dipstick fill to proper level.

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

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Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

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Conda Phosphate Operations

Standard Operating Procedures

Switch Engine

OPERATING THE SWITCH ENGINE

Switch Engine Operator-01
12/14/03

Objective: Provide operating personnel with step-by-step instruction on how to perform.

Requirements: Must have Railroad certification, Department of Transportation certification All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Switch engine.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection		

TASKS:

1. Verify the brake operation.
2. Verify the accessories operation.

Steps		Key Points	PPE/Hazards
1.	Verify that the appropriate accessories are in proper working order.	Radio, lights and heater.	

CAUTION

SWITCH ENGINE OPERATOR MUST SOUND SWITCH ENGINE HORN BEFORE MOVEMENT OF SWITCH ENGINE OR RAILCARS FOR FOREWARD MOVEMENT. SOUND HORN ONCE FOR THREE SECONDS. FOR REVERSE MOVEMENT SOUND HORN TWICE TO WARN ALL PLANT PERSONEL OF MOVEMENT.

2.	Sound the air horn to verify that there are no operators near switch engine.		Clear the tack of any operators.

NOTE

SWITCH ENGINE IS GEARED FOR PULLING OR PUSHING 27 LOADED RAILCARS ON LEVEL GRADE AND 22 LOADED RAILCARS ON . 1 % GRADE FOR 0. 8 MILES.

3.	Apply and release the switch engine brake to verify it's proper operation		
4.	Throw the directional lever in the desired direction.		
5.	Release the switch engine brake fully.		
6.	Apply the throttle as required.		
7.	Apply the switch engine brakes to verify proper operation.		
8.	To change direction, decrease the throttle fully, apply the brakes and come to a complete stop, change the directional lever to the desired direction.	Follow step #5	

Steps	Key Points	PPE/Hazards

NOTE

SWITCH ENGINE MUST ACTIVATE CROSSING LIGHTS AND SOUND SWITCH ENGINE HORN 100 YARDS BEFORE ENTERING CROSSING.

SOUNDING HORN MUST CONTINUE UNTIL SWITCH ENGINE IS PAST CROSSING.

NOTE

SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

9.	Couple to the railcars.	Super Phosphoric acid Purified Phosphoric acid Hopper Ammonia Sulfur Sulfuric acid	
10.	Using railcar air brake system, use railcar air brake bleed off lever to bleed air off as needed from the railcars.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Standard Operating Control Limits

SOCL #:

Deviation	Condition	Consequence	Action To Take
High/High Engine temperature	What is the condition? 240* temperature.	Engine temperature gets above 240* engine will automatically shut down.	Press governor button restart engine set idle at half let engine cool to between 150*to 180*.
High Engine temperature.	Temperature 190*	Engine close to automatic shut down.	Place directional lever in neutral set throttle at half until engine temperature reaches between 150*to 180*.
Low Lubricating oil pressure.	Lubricating oil pressure below 20 pounds	Engine damage.	Shut down add oil. Or take switch engine to mobile shop for repair.
Low Piston cooling pressure.	No piston cooling oil pressure.	Engine damage.	Take switch engine to mobile shop for repair.
Low/Low Control air.	Control air drops below 40 pounds.	Switch engine will not engage directional switch engine will not move.	Find air leak repair or call mobile to find problem and repair.
Temperature Engine temperature	Engine temperature should be maintained between 150*to 180*.	Optimal temperature for running engine.	Run engine at this temperature.
Pressure Lubricating oil pressure	Lubricating oil pressure should be 20 pounds or more at 800 R.P.M	Optimal lubricating oil pressure.	Run engine at this pressure.
Pressure Piston cooling oil pressure.	Piston cooling oil should be 5 pounds at idle to 25 pounds at 800 R.P.M	Optimal piston cooling oil pressure.	Run engine at this pressure.
Pressure Fuel oil pressure.	Fuel oil pressure should be 5 pounds.	Optimal fuel oil pressure.	Run engine at this pressure.

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Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: _____

DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Brakeman

SPOTTING AMMONIA RAILCARS

Switch Engine-Brakeman-01
02/03/03

Objective: Provide the operating personnel with step-by-step instruction on how to spot an ammonia railcar.

Requirements: Must have Railroad certification, Department of Transportation certification All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Two-way Radios for communication, switch engine, and wheel chocks.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection as required	• Pinch points • Whipping air hose	

TASKS:

1. Throw switch.
2. Check for obstructions.
3. Remove and set wheel chocks.
4. Couple and uncoupling.
5. Releasing and setting hand brakes.
6. Spotting railcar.

Steps		Key Points	PPE/Hazards
1.	Throw #7 track switch going into the ammonia unloading area.	Watch for poor body position. Pull do not push on switch lever	Keep all body parts clear for moving switch parts. Wear hearing protection.
2.	Signal the switch engine operator into #7 track going into the ammonia unloading area.		
3.	Check for any obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators are clear of track.	
4.	Remove the wheel chocks.		

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

NOTE

SWITCH ENGINE CAPCITY FOR PULLING OR PUSHING LOADED RAILCARS IS 27 LOADED ON LEVEL 22 LOADED ON .1% GRADE.

5.	Signal the switch engine operator to couple to the ammonia railcar.		
6.	Hook the air hose from the switch engine to the ammonia railcar air hose brake system.		

Steps	Key Points	PPE/Hazards

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

7.	Open the air valve to let the air into the railcar brake system.		
8.	Release the hand brake.		
9.	Walk to the end of the ammonia railcar for coupling.	Verify that the wheel stops are down.	

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

DANGER

NEVER STAND BETWEEN THE SWITCH ENGINE ANDTHE RAILCARS ON THE TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

10.	Signal the switch engine operator to bring empty to couple to the loads.		
11.	Hook the air hose from the empty ammonia railcar air brake system to the loaded ammonia railcar brake system.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

12.	Open the air valve to let the air into the railcar brake system.		
13.	Release the hand brake.		

Steps		Key Points	PPE/Hazards
14.	Pull one loaded ammonia railcar past the wheel stops.		

CAUTION
STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

15.	Uncouple the remaining loaded ammonia railcar behind the wheel stops.		
16.	Set the hand brake on the first remaining ammonia railcar behind the wheel stop.		
17.	Spot the loaded ammonia railcar under the unloading area.	Verify that the catwalk lines up with handrail opening.	
18.	Set the hand brake and place the wheel chocks.	Wheel chocks must be placed at the A-end of the railcars.	

CAUTION
STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

19.	Uncouple from the loaded ammonia railcar.		
20.	Go to the ammonia #7 track switch and realign for #8 track.		
21.	Take the empty ammonia railcar to the scale.	Switch engine operator will weigh car.	

NOTE
SWITCH ENGINE MUST ACTIVATE CROSSING LIGHTS AND SOUND SWITCH ENGINE HORN 100 YARDS BEFORE ENTERING CROSSING SOUNDING HORN MUST CONTINUE UNTIL SWITCH ENGINE IS PAST CROSSING.

22.	Take the empty ammonia railcar to the load out track for Union Pacific.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certification.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Brakeman

SPOTTING SUPER PHOSPHORIC ACID RAILCARS

Switch Engine-Brakeman-01
02/04/03

Objective: Provide operating personnel with step-by-step instruction on how to spot super phosphoric acid cars.

Requirements: Must have Railroad certification, Department of Transportation certification All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Two-way radio for communication. Switch engine wheel chocks.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection	• Pinch point • Whipping air hose	

TASKS:

1. Throw switch.
2. Check for obstructions.
3. Remove and set wheel chocks.
4. Couple and uncoupling.
5. Release and setting hand brakes
6. Spotting car.

Steps		Key Points	PPE/Hazards
1.	Throw the switch for #7 for super phosphoric acid railcar loading area.	Good body positioning, pull don't push switch.	Keep all body parts clear of moving switch parts.

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

2.	Check for any obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators are clear of tracks.	
3.	Remove the wheel chocks.		

DANGER

NEVER STAND BETWEEN THE SWITCH ENGINE AND THE RAILCARS ON THE TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

4.	Signal the switch engine operator to couple to the loaded super phosphoric acid.		
5.	Hook the brake system air hose from the switch engine to the loaded super phosphoric acid railcar.		

CAUTION

STAY CLEAR OF AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

Steps		Key Points	PPE/Hazards
6.	Open the air valve to let air into the railcar brake system.		
7.	Release the hand brake.		
8.	Walk to the end of the loaded super phosphoric acid and the empty clean railcars.		
9.	Check for any obstruction at the clean super phosphoric acid railcar on south wash.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators are clear of tracks.	
10.	Remove the wheel chocks.		

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

DANGER

NEVER STAND BETWEEN THE SWITCH ENGINE AND THE RAILCARS ON THE TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

NOTE

SWITCH ENGINE CAPCITY FOR PULLING OR PUSHING LOADED RAILCARS IS 27 LOADED ON LEVEL 22 LOADED ON .1% GRADE.

11.	Signal the switch engine operator to couple to the clean super phosphoric acid railcar cars to the clean super phosphoric acid railcar on south wash.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

Steps		Key Points	PPE/Hazards
12.	Hook the air hose from the clean super phosphoric acid railcar to the clean super phosphoric acid railcar on south wash area.		
13.	Open the air valve to let the air into the railcar brake system.		
14.	Walk to the end of clean super phosphoric acid railcar and string of dirty super phosphoric acid railcars.		
15.	Check for any obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators are clear of tracks.	
16.	Walk to the end of the clean super phosphoric acid railcar and string of dirty super phosphoric acid railcars for coupling.		

DANGER

NEVER STAND BETWEEN THE SWITCH ENGINE AND THE RAILCARS ON THE TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

17.	Remove wheel chocks.		
18.	Signal the switch engine operator to couple to the dirty super phosphoric acid railcar to clean railcar on north wash.		
19.	Hook the air hose from dirty super phosphoric acid to the clean railcar on the north wash.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAILCAR

Steps		Key Points	PPE/Hazards
20.	Open the air valve to let the air into the railcar brake system.		
21.	Spot the next dirty rail car on the north wash area.	Verify that the dump valve is in middle of the sump.	
22.	Set the hand brake.		
23.	Set the wheel chock.	Wheel chocks must be placed at the A-end of the railcars.	

CAUTION
STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

24.	Uncouple clean super phosphoric acid railcar from dirty super phosphoric acid railcar on north wash.		
25.	Walk to the south wash for the next super phosphoric railcar coupling.		
26.	Spot the next dirty super phosphoric acid railcar on the south wash area so that the bottom dump valve is in the middle of sump.		
27.	Set the hand brake.		
28.	Set wheel chocks.	Wheel chocks must be placed at A-end railcars.	

CAUTION
STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

29.	Uncouple the clean super phosphoric acid from the dirty railcar on the south wash.		

Steps		Key Points	PPE/Hazards
30.	Walk to the loading area to verify the spotting of the clean super phosphoric acid railcar.		
31.	Spot the next clean super phosphoric acid railcar for loading.	Verify that the handrail opening lines up with the catwalk.	
32.	Set the hand brake.		
33.	Set the wheel chocks.	Wheel chocks must be placed at the A-end of rail cars.	

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

34.	Uncouple the loaded super phosphoric acid railcar from the clean super phosphoric acid railcar to be loaded.		
35.	Take the loaded super phosphoric acid railcar to the scale.	Switch engine operator will weigh the car.	

NOTE

SWITCH ENGINE MUST ACTIVATE CROSSING LIGHTS AND SOUND SWITCH ENGINE HORN 100 YARDS BEFORE ENTERING CROSSING SOUNDING HORN MUST CONTINUE UNTIL SWITCH ENGINE IS PAST CROSSING.

36.	Take the loaded super phosphoric acid railcar to load out for Union Pacific.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

BRAKEMAN

Airing Railcars

Switch Engine-Brakman-01
02/04/03

Objective: Provide operating personnel with step-by-step instruction on how to open air valves to let air into railcar brake system.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Two-way radios for communication with the switch engine operator.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection	• Whipping air hose • Pinch point	

TASKS:

1. Hook air hose up to the railroad car.
2. Open-air the valve on the car.

CAUTION

BEND AT THE KNEES RATER THAN THE BACK TO AVOID POSSIBLE INJURY

Steps		Key Points	PPE/Hazards
1.	Hook the air hose up on the required equipment.	Railroad cars or the switch engine.	

NOTE

IF THERE ARE MULTIPLE RAILCARS AWAY FROM THE SWITCH ENGINE, YOU MUST OPEN THE AIR VALVE (ANGLE COCK) SLOWLY TO AVOID DUMPING ALL THE AIR FROM THE AIR SYSTEM

2.	Open the air valve to let the air into the railcar brake system.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Brakeman

SPOTTING SULFUR RAILCARS

Switch Engine -Brakeman-01
02/04/03

Objective: Provide the operating personnel with step-by-step instruction on how to spot a sulfur car.

Requirements: Must have Railroad certification, Department of Transportation certification All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Two-way radios for communication. Switch Engine, and wheel chocks.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection	• Pinch point • Whipping air hose	

TASKS

1. Throw Switch.
2. Check for obstructions.
3. Remove and set the wheel chocks.
4. Couple and uncoupling.
5. Releasing and setting the hand brakes.
6. Spotting cars.

Steps		Key Points	PPE/Hazards
1.	Throw #8 track switch.	Watch for poor body position Pull, don't push switch. handle	
2.	Signal the switch engine operator into #8 track.		
3.	Check for any obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators are clear of the tracks.	
4.	Remove the wheel chocks.		

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

5.	Signal the switch engine operator to couple to the railcar.		
6.	Hook the air hose from switch engine to the railcar.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAILCAR

7.	Open the air valve to let the air into the railcar brake system.		
8.	Release the hand brake.		

Steps		Key Points	PPE/Hazards
9.	Walk to the end of the car to couple the next railcar.		

DANGER

NEVER STAND BETWEEN THE SWITCH ENGINE AND THE RAILCARS ON THE TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

NOTE

SWITCH ENGINE CAPCITY FOR PULLING OR PUSHING LOADED RAILCARS IS 27 LOADED ON LEVEL 22 LOADED ON .1% GRADE.

10.	Signal the switch engine operator to bring the empty to couple to the loads.		

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

11.	Stop the switch engine operator 20 feet before coupling.		
12.	Verify that the loaded sulfur car has steam hoses removed.		
13.	Signal the switch engine operator to couple to the loads.		
14.	Hook the air hose from the empty to the loaded sulfur.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

15.	Open the air valve to let the air into the railcar brake system.		
16.	Release the hand brake on the loaded sulfur railcar.		

Steps	Key Points	PPE/Hazards

CAUTION
STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

17.	Uncouple the loaded sulfur railcar to be spotted from the loads that are still on steam.	Have the switch engine uncouple slowly. Verify uncoupling.	
18.	Spot the loaded sulfur railcar.	Verify that the cars bottom dump valve is directly over the unloading pit.	
19.	Set the hand brake and place the wheel chock.	Wheel chocks must be placed at A- end of the cars.	

CAUTION
STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

20.	Uncouple from the loaded sulfur railcar.		
21.	Take the empty to the scale.	The switch engine operator will weigh the car.	

NOTE
SWITCH ENGINE MUST ACTIVATE CROSSING LIGHTS AND SOUND SWITCH ENGINE HORN 100 YARDS BEFORE ENTERING CROSSING SOUNDING HORN MUST CONTINUE UNTIL SWITCH ENGINE IS PAST CROSSING.

22.	Take the empty to load out track for Union Pacific.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Area Brakeman

SWITCHING RAILCAR TO RUBBER SHOP

Switch engine- Brakeman- 01
2/24/03

Objective: Provide operating personnel with step-by-step instruction on how to switch railcars to rubber shop.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Two-way Radios for communication, switch engine, and wheel chocks.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses Hearing protection as required	• Pinch points • Whipping air hose	

TASKS:

1. Throw switch
2. Check for obstructions
3. Open over head door
4. Set wheel chocks
5. Set hand brakes
6. Spotting railcar

Steps	Key Points	PPE/Hazards

NOTE

SWITCH ENGINE MUST ACTIVATE CROSSING LIGHTS AND SOUND SWITCH ENGINE HORN 100 YARDS BEFORE ENTERING CROSSING SOUNDING HORN MUST CONTINUE UNTIL SWITCH ENGINE IS PAST CROSSING.

1.	Retrieve railcar needing repair	Usually railcar is super phosphoric acid from loading area	
2.	Take railcar for repair to track #9 switch		
3.	Throw track #9 switch to go into #9 track		
4.	Signal switch engine operator to go to rubber shop switch		
5.	Signal switch engine operator to stop 20 feet before rubber shop switch		
6.	Throw rubber shop switch to go into rubber shop track	Rubber shop switch is a locked switch you need the key. Key is on switch engine	
7.	Walk to rubber shop to open over head door for railcar	Enter rubber shop from north entrance of rubber shop	
8.	Open over head door on south side of rubber shop	Chain hoist door were track come into shop	
9.	Secure chain	Set chain in keeper provided to secure	

Steps		Key Points	PPE/Hazards
10.	Check for any obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators are clear of track.	
11.	Go to outside of rubber shop so switch engine operator can see you		
12.	Signal switch engine operator to bring railcar to shop		
13.	Signal switch engine operator to stop 20 feet before doorway		
14.	Go to inside of rubber shop	Stay to east side of rubber shop tracks clear of railcar when it is being moved into shop	

CAUTION

STAY CLEAR OF DOORWAY WHEN MOVING RAILCAR INTO RUBBER SHOP
TIGHT FIT POTENTIAL PINCH POINT

15.	Check for any obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators are clear of track.	
16.	Signal switch engine operator to move railcar into rubber shop	Have switch engine operator move railcar slowly into shop	
17.	Signal switch engine operator to stop when railcar is over pit	Railcar knuckle must clear doorway for door to be closed	
18.	Set the hand brake and place the wheel chocks.	Wheel chocks must be placed at the A-end of the railcars.	

Steps	Key Points	PPE/Hazards

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

19.	Signal switch engine operator to uncouple from railcar needing repair		
20.	Signal switch engine to stop 20 feet outside of doorway		
21.	Close over head door		
22.	Go to switch engine		
23.	Signal switch engine back to rubber shop switch		
24.	Throw rubber shop switch to go back into #9 track		
25.	Lock rubber shop switch		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certification.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Brakeman

SWITCHING RAILCARS TO LOAD OUT FOR UNION PACIFIC

Switch Engine-Brakeman-01
02/06/03

Objective: Provide the operating personnel with step-by-step instruction on how to switch railcars to load out.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Two- way radio for communication. Wheel chocks, Switch engine.

PPE	Hazards	Environmental Considerations
• Hard hat • Gloves • Safety toed footwear • Safety glasses • Hearing protection	• Pinch points • Whipping air hose	

TASKS:

1. Throw switches.
2. Couple and uncouple.
3. Set hand brakes.

Steps	Key Points	PPE/Hazards

NOTE

SWITCH ENGINE CAPCITY FOR PULLING OR PUSHING LOADED RAILCARS IS 27 LOADED ON LEVEL 22 LOADED ON .1% GRADE.

NOTE

SWITCH ENGINE MUST ACTIVATE CROSSING LIGHTS AND SOUND SWITCH ENGINE HORN 100 YARDS BEFORE ENTERING CROSSING SOUNDING HORN MUST CONTINUE UNTIL SWITCH ENGINE IS PAST CROSSING.

1.	Take the railcar from the scale to the scale switch.		
2.	Throw the scale switch towards the foot switch.	Watch for poor body position Pull don't push the switch lever.	Keep all body parts clear of all moving switch parts.
3.	Signal the switch engine operator to go to the foot switch.	Let all railcars go past the foot switch.	
4.	Signal the switch engine operator to stop.		
5.	Signal the switch engine operator to proceed to the appropriate track with the railcars.	Load out tracks are mountain fuel #6 for sulfuric acid, and track #3A is for the regular load out.	

NOTE

SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

DANGER

NEVER STAND BETWEEN SWITCH ENGINE AND RAILCARS ON TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

Steps	Key Points	PPE/Hazards

NOTE

SET RAILCARS AS FAR UP TRACK AS POSSIBILE TO AVOID PUSHING LARGE AMOUNTS OF RAILCARS OVER SWITCH ENGINE CAPACITY.

6.	Couple the railcars to the string of load out railcars.	For first railcars set appropriate amount of hand brakes on the railcars being stored.	
7.	Hook the railcar brake system air hose up.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

8.	Open the air valve to let air into railcar brake system.		
9.	Walk back to the switch engine for uncoupling.		
10.	Shut the air valve from the switch engine to the railcars.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

11.	Uncouple the switch engine from railcars.		
12.	Go to were needed.	Any of the loading areas or unloading areas.	

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certification.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Brakeman

SPOTTING HOPPER RAILCARS

Switch Engine-Brakeman-01
02/04/03

Objective: Provide the operating personnel with step-by-step instruction on how to spot a hopper railcar.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Two-way radios for communication and switch engine.

PPE	Hazards	Environmental Considerations
• Hard hat • Gloves • Safety toe footwear • Safety glasses • Hearing protection if required	• Pinch points • Whipping air hose.	

TASKS:

1. Throw switch.
2. Check for obstructions.
3. Couple and uncoupling.
4. Releasing and setting hand brakes.
5. Spotting railcar.

Steps		Key Points	PPE/Hazards
1.	Throw the switch going into either track #4 or #5.	Watch for poor body position. Pull do not push on switch lever	
2.	Signal the switch engine operator into the track that the hopper railcars are to be loaded on.		

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

3.	Check for any obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators.	
4.	Sound the sirens to warn the operators that the switch engine is going to couple to the hopper railcars.		

DANGER

NEVER STAND BETWEEN THE SWITCH ENGINE AND THE RAILCARS ON THE TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

5.	Signal the switch engine operator to couple the hopper railcars.		

6.	Release the hand brake from the first hopper railcar.		
7.	Hook the air brake system hose from the switch engine to the hopper railcar.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAILCAR

8.	Open the air valve to let the air into the hopper railcar brake system.		
9.	Sound the sirens to warn the operators that the switch engine is going to move the hopper railcars.		

NOTE

SWITCH ENGINE CAPCITY FOR PULLING OR PUSHING LOADED RAILCARS IS 27 LOADED ON LEVEL 22 LOADED ON .1% GRADE.

10.	Spot the next empty hopper railcar under the loading area.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

11.	Uncouple the load and the empty from the next hopper railcar to be loaded.		
12.	Set the hand brake on hopper railcar to be loaded.		

NOTE

SWITCH ENGINE MUST ACTIVATE CROSSING LIGHTS AND SOUND SWITCH ENGINE HORN 100 YARDS BEFORE ENTERING CROSSING SOUNDING HORN MUST CONTINUE UNTIL SWITCH ENGINE IS PAST CROSSING.

Steps		Key Points	PPE/Hazards
13.	Take the loaded hopper railcar to the scale.	Switch engine operator will weigh railcars.	

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

14.	Take the loaded hopper railcar to load out for Union Pacific.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Brakeman

SPOTTING SULFURIC ACID RAILCARS

Switch Engine-Brakeman-01
02/04/03

Objective: Provide the operating personnel with step-by-step instruction on how to spot a sulfuric acid railcar.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Two-way radios for communication, switch engine, and wheel chocks.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection	• Pinch points • Whipping air hose	

TASKS:

1. Throw switch.
2. Check for obstructions.
3. Remove and set wheel chocks.
4. Couple and uncoupling.
5. Release and setting hand brakes.
6. Spotting railcar.

	Steps	Key Points	PPE/Hazards
1.	Throw the railroad switch on track #13 going in to sulfuric acid unloading area.	Watch for poor body position. Pull do not push on switch lever	Keep all body parts clear of moving switch parts.
2.	Signal the switch engine into the sulfuric acid unloading area on track #13.		

NOTE

SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCARS.

3.	Check for obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators.	
4.	Remove the wheel chocks.		

DANGER

NEVER STAND THE BETWEEN SWITCH ENGINE AND THE RAILCARS ON THE TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

NOTE

SWITCH ENGINE CAPCITY FOR PULLING OR PUSHING LOADED RAILCARS IS 27 LOADED ON LEVEL 22 LOADED ON .1% GRADE.

Steps		Key Points	PPE/Hazards
5.	Signal the Switch engine operator to couple up to sulfuric acid railcar.		
6.	Hook the brake system air hose from switch engine to the empty sulfuric acid railcar.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

7.	Open the air valve to let air the into railcar brake system.		
8.	Release the hand brake on the sulfuric acid railcar.		
9.	Spot the next two loaded sulfuric acid railcars to be unloaded on unloading the area.		
10.	Set the wheel chocks.	Must set the wheel chocks at the A-end of all railcars.	
11.	Set the hand brake on the first loaded sulfuric acid railcar.		

NOTE

SWITCH ENGINE MUST ACTIVATE CROSSING LIGHTS AND SOUND SWITCH ENGINE HORN 100 YARDS BEFORE ENTERING CROSSING SOUNDING HORN MUST CONTINUE UNTIL SWITCH ENGINE IS PAST CROSSING.

12.	Take four empties sulfuric acid railcars at a time to load out for Union Pacific.	If there are two empty sulfuric acid railcars leave them coupled to the loaded sulfuric acid railcars.	

Training Notes:

1. 1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

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Conda Phosphate Operations

Standard Operating Procedures

Switch Engine

GENERL MAINTANANCE/SERVICE

Switch Engine Maintanance/Service-01
02/13/03

Objective: Provide the operating personnel with step-by-step instruction on how to maintain/service the Switch Engine.

Requirements: Must have Railroad certification, Department of Transportation certification All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Switch engine, oil bucket and sand.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection		• Oil spillage.

TASKS:

1. Check oil.
2. Add oil.
3. Fill sanders.

Steps		Key Points	PPE/Hazards
1.	Take the switch engine to #8 track in front of the mobile shop.		
2.	Set the switch engine brake.		
3.	Check the switch engine oil.	The oil dipstick is on the switch engine operator side of engine in the engine compartment.	
4.	Add the oil as required.	The switch engine leaks out a bucket of oil per day. Put oil in the same tank as the dipstick.	
5.	Take the switch engine to track #4.		
6.	Check the sanders for proper operation.	If the sanders are not working properly, the operator will have to remove the blockage from the sander line.	

NOTE

USE THE SAND BIN BETWEEN #4 AND #5 TRACKS AT THE LOADING AREA TO FILL THE BINS ON THE SWITCH ENGINE OR FILL THE BINS WITH SACKS OF SAND. (SAND BINS ARE LOCATED ON BOTH ENDS OF AND BOTH RIGHT AND LEFT SIDES OF THE SWITCH ENGINE.)

7.	Fill the sanders.		Use proper lifting technique for lifting and carrying. Possible back stain.
8.	Wash all of the windows on the switch engine.		
9.	Return the switch engine back into service.		

Standard Operating Control Limits

SOCL #:

Deviation	Condition	Consequence	Action To Take
High/High Engine temperature	What is the condition? 240* temperature.	Engine temperature gets above 240* engine will automatically shut down.	Press governor button restart engine set idle at half let engine cool to between 150*to 180*.
High Engine temperature.	Temperature 190*	Engine close to automatic shut down.	Place directional lever in neutral set throttle at half until engine temperature reaches between 150*to 180*.
Low Lubricating oil pressure.	Lubricating oil pressure below 20 pounds	Engine damage.	Shut down add oil. Or take switch engine to mobile shop for repair.
Low Piston cooling pressure.	No piston cooling oil pressure.	Engine damage.	Take switch engine to mobile shop for repair.
Low/Low Control air.	Control air drops below 40 pounds.	Switch engine will not engage directional switch engine will not move.	Find air leak repair or call mobile to find problem and repair.
Temperature Engine temperature	Engine temperature should be maintained between 150*to 180*.	Optimal temperature for running engine.	Run engine at this temperature.
Pressure Lubricating oil pressure	Lubricating oil pressure should be 20 pounds or more at 800 R.P.M	Optimal lubricating oil pressure.	Run engine at this pressure.
Pressure Piston cooling oil pressure.	Piston cooling oil should be 5 pounds at idle to 25 pounds at 800 R.P.M	Optimal piston cooling oil pressure.	Run engine at this pressure.
Pressure Fuel oil pressure.	Fuel oil pressure should be 5 pounds.	Optimal fuel oil pressure.	Run engine at this pressure.

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

BRAKEMAN

SERVICING LOADER

Brakeman– Servicing Loader-01
02/13/03

Objective: Provide operating personnel with step-by-step instruction on how to Service a loader.

Requirements: Must have Railroad certification, Department of Transportation certification All brakeman and switch engine operators must have knowledge of this procedure. Loader certification.

Required Documents:

Tools and Equipment: Loader

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection • Dust mask	• Flying dust particles	• Spilling oil and fuel.

TASKS: List ALL tasks within this procedure.

1. Check all fluid levels.
2. Wash windows.
3. Clean air filter.

Steps		Key Points	PPE/Hazards
1.	Climb the steps into the loader.	Use the handrails.	
2.	Start the loader engine.		
3.	Let the engine idle until the air and oil pressure reaches maximum.		
4.	Proceed to the fuel pump.		
5.	Park at the side of the fuel pump.		
6.	Lower the loader bucket until it rests on the ground.		
7.	Set the loader park brake.		
8.	Shut the loader down.		
9.	Fuel the loader.		Spilling fuel.
10.	Check the brake fluid level.	Add brake fluid as required.	
11.	Check the transmition fluid level.	Add transmition fluid as required.	
12.	Check the engine oil level.	Add engine oil as required. (Add oil with engine shut down)	
13.	Check the hydraulic fluid level.	Add hydraulic fluid as required.	
14.	Check the engine coolant.	Add coolant as required.	Remove radiator cap slowly, coolant may be hot.
15.	Return to shipping with loader.		

Steps		Key Points	PPE/Hazards
16.	Wash the loader windows.	Watch for poor footing.	
17.	Remove the air filter from the air filter housing.		
18.	Blow the air filter out.	Use air hose with lower air pressure to blow the air filter out.	Dust mask Watch for flying dust particles.
19.	Replace the air filter back into the air filter housing.		
20.	Return the loader back into service.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

With my signature I am acknowledging that I have read the procedure, I understand the procedure and that I will comply with the procedure.

TRAINEE: _____

DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

BRAKEMAN

CLEANING SWITCHES WITH SWITCH ENGINE AIR

Switch Engine-Brakeman-01
02/04/03

Objective: Provide operating personnel with step-by-step instruction on how to clean switches with switch engine air.

Requirements: Must have Railroad certification, Department of Transportation certification All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents: Must attend railroad training.

Tools and Equipment: Switch engine, air hose, and air lance.

PPE	Hazards	Environmental Considerations
• Hardhat • Face shield • Gloves • Safety toe footwear • Safety glasses • Hearing protection.	• Pinch points • Whipping air hose • Flying debris	

TASKS:

1. Throw the switch.
2. Use air lance.

Steps		Key Points	PPE/Hazards
1.	Pull the switch engine in front of the switch to be cleaned.		• Hearing protection • Face shield
2.	Set the switch engine brake.	• Verify brake is set.	
3.	Hook the air lance and hose to the switch engine air system.	• Verify air hose is hooked up.	• Safety clips, whip checks.
4.	Turn the air into hose.	• Verify lance valve is shut off.	• Whipping air hose.
5.	Turn the air lance on.	• Have proper grip on hose.	• Whipping air hose.
6.	Blow the switch out.		
7.	Shut the air off at switch engine.		
8.	Bleed the air out of the hose.		
9.	Disconnect the air hose from the switch engine air system.		
10.	Put the air hose in the proper storage spot.		
11.	Return the switch to service.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

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Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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Conda Phosphate Operations

Standard Operating Procedures

SWITCH ENGINE

RERAILING RAILCARS

Switch Engine-01
2/11/03

Objective: Provide operating personnel with step-by-step instruction on how rerail a railcar.

Requirements: Must attend Department of Transportation, and Railroad training. All switch engine operators and brakeman must have knowledge of this procedure.

Required Documents: Department of Transportation certification and Railroad training.

Tools and Equipment: Switch engine, rerailers, pick and shovel

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection	• Pinch points • Whipping air hose	

TASKS:

1. Coupling to a railcar
2. Placing rerailers
3. Shoveling or picking
4. Airing railcar
5. Pulling a railcar

Steps		Key Points	PPE/Hazards
1.	Determine if the railcar can be rerailed with the switch engine.	If the railcar cannot be rerailed with the switch engine, management will determine what to do.	
2.	Retrieve the rerailers from the rail shack.	The rerailers are very heavy and require two or more people to move.	Possible back injury
3.	Determine where the rerailer needs to be placed on the rail and in the ties for rerailing.		
4.	Shove or pick out the ballast between the ties and the out side were rerailers are going to be placed.		
5.	Place the rerailers on the rail and between the ties.	The rerailers are very heavy and require two or more people to move.	Possible back injury.

NOTE

SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

6.	Couple the switch engine to the railcar	Couple lightly to the railcar.	
7.	Hook the air brake system hose from the switch engine to the railcar.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

8.	Open the air valve on the railcar brake system		

Steps		Key Points	PPE/Hazards
9.	Release the hand brake on the railcar.		
10.	Signal the switch engine operator to slowly pull railcar onto the rerailers.	Verify that the railcar wheels are on the rerailers in the proper place for rerailing.	
11.	Pull the railcar onto the track.	Verify that the wheel flanges are on the inside of the rail.	
12.	Pull the railcar away from the rerailers		
13.	Remove the rerailers from the rails.	The rerailers are very heavy and require two or more people to move.	Possible back injury
14.	Place the rerailers back to the rail shack.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

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Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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Conda Phosphate Operations

Standard Operating Procedures

Brakeman

OPERATING A LOADER

Switch Engine-Brakeman-01
02/10/03

Objective: Provide operating personnel with step-by-step instruction on how to operate a loader.

Requirements: Loader certification.

Required Documents:

Tools and Equipment: Loader.

PPE	Hazards	Environmental Considerations
• Hard hat • Safety glasses • Safety toed footwear • Working gloves • Hearing protection	• Over hang on product pile may avelange.	

TASKS:

1. Climb step
2. Start loader
3. Feed product

Steps		Key Points	PPE/Hazards
1.	Climb steps into the loader.	Check for broken steps and handrails.	
2.	Start the loaders engine.		

NOTE

WAIT FOR AIR AND OIL PRESSURE TO BUILD ON LOADER ENGINE.

3.	Check for any operators in area.		
4.	Release the park brake.		
5.	Proceed to the storage bay to feed product to the car or truck.	Bay #1&#2 and #4 are storage for 11-52-0 and #3 is storage for 16-20-0	
6.	Approach the product pile and fill the loader bucket with product.	Watch for over hang on product pile.	Pile may slough off.
7.	Turn the loader around in the bay proceed to the feeder hopper.		
8.	Approach feeder hopper with a full bucket slowly.		
9.	Stop at feeder and dump loader bucket into feeder hopper.		
10.	Follow step 6-10 until truck or car is finished loading.		

Standard Operating Control Limits SOCL #:			
Deviation	**Condition**	**Consequence**	**Action To Take**
High/High	What is the condition?	What will occur in this status?	What action do we need to pursue to overcome results?
High			
Low			
Low/Low			
Temperature			
Pressure			

Training Notes:

1. Must be trained by a qualified A-operator before completing task by yourself.

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Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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Conda Phosphate Operations

Standard Operating Procedures

BRAKEMAN

THROWING ALL SWITCHES

Switch Engine-Brakeman-01
02/04/03

Objective: Provide operating personnel with step-by-step instruction on how to throw a switch.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Two-way radios for communication, switch engine, and wheel chocks.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection	• Watch for pinch points • Watch for poor body position	

TASKS:

1. Throwing a switch

Steps		Key Points	PPE/Hazards
1.	Verify that the switch is clear of any debris.		

NOTE

FACE THE SWITCH, STAND WITH BOTH FEET FIRMLY PLACED, KEEPING THE BODY AND FEET CLEAR OF ALL MOVING PARTS

CAUTION

AVOID STRAINS BY USING LEG MUSCLES – PULL SWITCH HANDLE NEVER PUSH

2.	Lift and pull the lever.	Watch for poor body position Pull switch handle never push	

NOTE

VERIFY SWITCH POINT IS TIGHT AGAINST RAIL

3.	Signal switch engine operator to move through the switch.	Verify that the switch point is against the rail	

NOTE

WHEN USING CROSSOVER SWITCHES BOTH SWITCHES HAVE TO BE THROWN IN LINE OF TRAVEL BEFORE SWITCH ENGINE CAN PROCEED

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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DATE: _____

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Conda Phosphate Operations

Standard Operating Procedures

Switch Engine

REPAIRING RAILROAD TRACKS

Switch Engine Operator-01
2/13/03

Objective: Provide operating personnel with step-by-step instruction on how to repair railroad tracks.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Air operated spike driver, spike mall, spike driver, spike puller, rail drill, rail saw, tape measure, tie plug, bolt tightner, cutting torch, wrench, loader and rail tongs.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection	• Pinch points • Whipping air hose • Swinging spike mall • Suspended loades	

TASKS:

1. Replace rail
2. Pull spikes
3. Loosen and tighten bolts
4. Drive spikes
5. Plug holes
6. Gauge rails

Steps		Key Points	PPE/Hazards
1.	Determine which rail is to be replaced.		
2.	Pull the spikes on the sides of the rail being replaced.		
3.	Plug the holes in the ties where the spikes have been pull using wooden plugs.		
4.	Remove the joint bar bolts.	Refer to Using the bolt tightener or cutting torch.	
5.	Remove the joint bars.		
6.	Remove the broken or old rail from the track.	Use a loader with chocker and rail tongs.	
7.	Sweep the debris off of ties and tie plates.		
8.	Set the new rail in place.	If the new rail has to be cut, refer to rail saw operation and rail drill operation.	
9.	Replace the joint bars and tighten the bolts on one end of the rail.	Refer to using the bolt tightener.	
10.	Begin to spike with the correct gauge towards the loose end of the rail.		
11.	Install the joint bars on the remaining end of the rail and tighten the bolts.	Refer to using the bolt tightener.	
12.	Spike the joint bar.		
13.	Put the track back in service.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: _____

DATE: _____

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Conda Phosphate Operations

Standard Operating Procedures

Switch engine

RADIO COMMUNICATION

Switch engine operator - 01
May 20, 2004

Objective: Provide operating personnel with step-by-step instruction on how to communicate with radio.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:
Tools and Equipment: Two- way radios.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection as required		

TASKS:

1. Transmit
2. Receive
3. Acknowledge

Steps	Key Points	PPE/Hazards

NOTE

TO COMMUNICATE DIRECTLY WITH THE GOOSE CREW (SPOTTING CARS ETC.) NO LONGER USE THE SHIPPING CHANNEL #3. CHANNEL 3 WILL BE FOR THE GOOSE CREW OPERATOR AND THE SWITCHMAN ONLY. THEY WILL MONITOR THE LOADER CHANNEL #4 AND IF YOU NEED TO CONTACT THEM, PLEASE DO SO ON CHANNEL 4.

NOTE

OPERATORS USING RADIOS MUST LISTEN LONG ENOUGH TO MAKE SURE THE CHANNEL IS NOT BEING USED BEFORE TRANSMITTING.

1.	Give the required identification.		

NOTE

DO NOT PROCEED WITH FURTHER TRANSMISSION UNTIL ACKNOWLEDGEMENT IS RECEIVED.

DANGER

MISUNDERSTOOD MESSAGE THAT MAY LEAD TO INJURY OF EMPLOYEES OR CAUSE DAMAGE TO PROPERTY; SWITCH ENGINE MUST STOP MOVEMENT UNTIL THE MESSAGE IS UNDERSTOOD.

2.	Transmit required message.		

CAUTION

RECEIVING A RADIO CALL YOU MUST ACKNOWLEDGE THE CALL IMMEDIATELY UNLESS DOING SO WOULD INTERFERE WITH SAFETY;

Steps		Key Points	PPE/Hazards
3.	Acknowledge (**Over**) when a response is expected.		
4.	Acknowledge (**Out**) preceded by required identification when no response is expected.		
5.	Received transmission must be acknowledged by responding (**Roger**)		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certification.

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Brakeman

SETTING HAND BRAKES ON RAILCARS

Switch Engine- 01
02/10/03

Objective: Provide operating personnel with step-by-step instruction on how to set hand brakes on railcars

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents: Certification from railroad training.

Tools and Equipment: Railcar.

PPE	Hazards	Environmental Considerations
• Hard hat • Gloves • Safety toed footwear • Safety glasses • Hearing protection	• Pinch points • Moving railcars • Poor body position	

TASKS:

1. Climb onto railcar.
2. Position body and feet.
3. Set hand brake.

CAUTION

Catwalks can be slick in the winter months

	Steps	Key Points	PPE/Hazards
1.	Climb onto the railcar.	Watch for pinch points. Watch for poor body position	Always check for broken stirrups, steps, catwalks, and handrails on railcars.

CAUTION

DO NOT PLACE FEET ON THE KNUCKLE, UNCOUPLING LEVER, DRAWBAR ASSEMBLY, OR ANY CUSHIONING DRAWBAR DEVICE.

2.	Position the body and feet in the proper position.	Place your left foot on the ladder rung and your right foot on the brake platform, grasp the ladder rung or the top hand hold with your left hand and operate the brake with your right hand do not place both hands on the brake.	Pinch points and broken equipment.
3.	Set the hand brake.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certification.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: _____

DATE: _____

Agrium

Conda Phosphate Operations

Standard Operating Procedures

Brakeman

CHANGING BRAKES ON SWITCH ENGINE

Switch Engine-Switch Engine Operator and Brakeman-01
02/10/03

Objective: Provide operating personnel with step-by-step instruction on how to change brakes on the switch engine.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Pry bar and channel locks.

PPE	Hazards	Environmental Considerations
• Hardhat • Work gloves • Safety glasses • Safety toe footwear • Hearing protection	• Pinch points	

TASKS:

1. Removing worn or broken brake shoes.
2. Installing new brake shoes.

Steps		Key Points	PPE/Hazards
1.	Put the switch engine into the mobile shop.	Watch for pinch points going into the mobile shop.	There is a tight corner going into the mobile shop, go slowly into the mobile shop and it is a tight fit going into the doorway of the mobile shop.
2.	Shut down the switch engine.	Refer to switch engine shut down procedure.	
3.	Set the hand brake on the switch engine.		
4.	Set the wheel chocks.		
5.	Release the switch engine air brakes.		
6.	Remove the brake keeper pin from the brake arm and brake shoe.		
7.	Slide the worn or broken brake shoe out.	Disregard to metal bin.	
8.	Slide the new brake shoe into the brake arm.		
9.	Replace the brake shoe keeper pin into the brake arm and brake shoe.		

Training Notes:

1. Must be trained by a qualified A-operator before completing the task by yourself.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: _____

DATE: _____

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Conda Phosphate Operations

Standard Operating Procedures

Brakeman

CLEANING SWITCHES WITH SHOVEL AND SWITCH BROOM

Switch Engine-Brakeman-01
02/10/03

Objective: Provide operating personnel with step-by-step instruction on how to clean a switch with a shovel and a switch broom.

Requirements: Must have Railroad certification, Department of Transportation certification All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents: Railroad training certification.

Tools and Equipment: Shovel and switch broom

PPE	Hazards	Environmental Considerations
• Hard hat • Safety glasses • Safety toe shoes • Work gloves • Hearing protection	• Pinch points	

CLEANING SWITCH WITH SHOVEL AND SWITCH BROOM

TASKS:

1. Shovel snow and debris
2. Sweep snow and debris
3. Scrape ice
4. Throw switch

Steps		Key Points	PPE/Hazards
1.	Shovel the snow out of the switch.	Shovel the middle of the switch out 2 feet past switch point joint bar and 2 feet in front of the switch point and to feet on the outside of both outer rails.	
2.	Sweep between the outer rail and the switch point on the open side of switch.	Sweep and scrape the ice from the joint bar block to the switch point out.	
3.	Throw the switch.	Watch for poor body position Pull don't push switch handle.	Keep all body parts clear of moving switch parts.
4.	Sweep between the outer rail and switch point on the open side of the switch.	Sweep and scrape the ice from the bar block to the switch point out.	
5.	Return the switch to service.		

Training Notes:

1. Must be practiced with a qualified A-operator before meeting certification.

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Conda Phosphate Operations

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DATE: _____

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Conda Phosphate Operations

Standard Operating Procedures

Brakeman

INSPECTING RAIL CROSSING

Switch Engine-Brakeman-01
02/10/03

Objective: Provide operating personnel with step-by-step instruction on how to perform a crossing inspection.

Requirements: Must have Railroad certification, Department of Transportation certification
All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: No tools required.

PPE	Hazards	Environmental Considerations
• Hardhat • Work gloves • Safety glasses • Safety toe footwear • Hearing protection	• Moving equipment	

TASKS:

1. Watch for traffic on railroad crossings.
2. Watch for ice, rocks, and metal that may derail railcars, and damage toe rail.

Steps		Key Points	PPE/Hazards
1.	Signal the switch engine operator to activate the crossing lights.	Crossing lights must be on to warn traffic.	
2.	Verify all traffic is clear of the crossing.	Truck, cars, foot traffic.	
3.	Verify that the track crossing is in good condition and safe to use.	Not useable is ice, rocks, metal in crossing flange that may derail railcars.	

NOTE

SWITCH ENGINE MUST ACTIVATE CROSSING LIGHTS AND SOUND SWITCH ENGINE HORN 100 YARDS BEFORE ENTERING CROSSING SOUNDING HORN MUST CONTINUE UNTIL SWITCH ENGINE IS PAST CROSSING.

4.	Signal the switch engine that it is okay to precede.		

Training Notes:

1. Must be trained with a qualified A-operator before completing tasks by yourself.

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Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: _____

DATE: _____

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Conda Phosphate Operations

Standard Operating Procedures

Brakeman

SPOTTING PURIFIED PHOSPHORIC ACID RAILCARS

Switch Engine-Brakeman-01
02/05/03

Objective: Provide operating personnel with step-by-step instruction on how to spot purified phosphoric acid railcars.

Requirements: Must have Railroad certification, Department of Transportation certification All brakeman and switch engine operators must have knowledge of this procedure.

Required Documents:

Tools and Equipment: Two-way radio for communication, switch engine and wheel chocks.

PPE	Hazards	Environmental Considerations
• Hardhat • Gloves • Safety toe footwear • Safety glasses • Hearing protection	• Pinch points • Whipping air hose	

TASKS:

1. Throw switch.
2. Check for obstructions.
3. Remove and set wheel chocks.
4. Couple and uncoupling.
5. Release and setting hand brakes.
6. Spotting railcar.

Steps		Key Points	PPE/Hazards
1.	Throw the purified phosphoric acid switch to go into the purified phosphoric acid track.	Watch for poor body position. Pull do not push on switch lever	Keep all body parts clear of all moving switch parts.
2.	Signal switch engine into purified phosphoric acid track.		
3.	Check for any obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators.	

NOTE

SWITCH ENGINE MUST STOP 20 FEET BEFOR COUPLING TO ANY CAR

DANGER

NEVER STAND BETWEEN SWITCH ENGINE AND RAILCARS ON TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

NOTE

SWITCH ENGINE CAPCITY FOR PULLING OR PUSHING LOADED RAILCARS IS 27 LOADED ON LEVEL 22 LOADED ON .1% GRADE.

4.	Signal the switch engine operator to couple to the purified phosphoric acid railcars empties.		
5.	Hook the brake system air hose from the switch engine to the empty Purified phosphoric acid railcars.		

Steps	Key Points	PPE/Hazards

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

6.	Open the air valve to let the air into the railcar brake system.		
7.	Release the hand brake from the first Purified phosphoric acid empty railcar.		
8.	Walk to the end of the empty purified phosphoric acid railcars for coupling.		
9.	Signal the switch engine operator to bring the empty purified phosphoric acid railcars to couple to the loaded purified phosphoric acid railcars		
10.	Check for any obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators are clear of tracks.	
11.	Remove the wheel chocks.		

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFOR COUPLING TO ANY CAR

DANGER

NEVER STAND BETWEEN THE SWITCH ENGINE AND THE RAILCARS ON THE TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

12.	Signal the switch engine operator to coupled to the purified phosphoric acid railcar empties to the first purified phosphoric acid railcar load.		

Steps		Key Points	PPE/Hazards
13.	Hook the air hose from the empty purified phosphoric acid railcar to the loaded purified phosphoric acid railcar.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

14.	Open the air valve to let the air into the railcar brake system.		
15.	Release the hand brake.		
16.	Walk to the next purified phosphoric acid railcar loading area for coupling.		

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

17.	Signal the switch engine operator to couple to loaded purified phosphoric acid railcar to the next purified phosphoric acid railcar load.		

DANGER

NEVER STAND BETWEEN THE SWITCH ENGINE AND THE RAILCARS ON THE TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

18.	Check for any obstructions.	Chocks, ladders, washers, hoses, spouts, derails, catwalks, signs, funnels, and operators are clear of tracks.	
19.	Remove the wheel chocks		

Steps	Key Points	PPE/Hazards

NOTE

THE SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

20.	Signal the switch engine operator to couple to the purified phosphoric acid load.		
21.	Hook the air brake system hose from the loaded purified phosphoric acid railcar to the next purified phosphoric acid loaded railcar.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

22.	Open the air valve to let the air into the railcar brake system.		
23.	Release the hand brake.		
24.	Take the loaded purified phosphoric acid railcars to track #8.	Verify that railcar clear purifies phosphoric acid loading track for next switch.	
25.	Set the hand brake on the first loaded purified phosphoric acid railcar.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

26.	Signal the switch engine operator to uncouple from the empty purified phosphoric acid railcars from the loaded purified phosphoric acid railcars.		

Steps		Key Points	PPE/Hazards
27.	Switch the empty purified phosphoric acid railcars back to the purified phosphoric acid track.		
28.	Spot the first purified phosphoric acid railcar under the second purified phosphoric acid loading area.	Verify handrail-opening lines up with loading catwalk.	
29.	Set the wheel chocks.	Wheel chocks must be placed at A-end of railcars.	
30.	Set the hand brake.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

31.	Signal the switch engine operator to uncouple from the purified phosphoric acid railcar on the second purified phosphoric acid loading area.		
32.	Spot the next empty purified phosphoric acid railcar on the first purified phosphoric acid loading area.	Verify handrail opening lines up with the loading catwalk.	
33.	Set the wheel chocks.	Wheel chocks must be placed at the A-end of railcars.	
34.	Set the hand brake.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE UNCOUPLING

35.	Uncouple from the empty purified phosphoric acid railcar on the first purified phosphoric acid loading area.		
36.	Signal the switch engine operator to pull remaining purified phosphoric acid emptied railcars past the purified phosphoric acid truck crossing.		
37.	Set the hand brake on the first remaining empty purified phosphoric acid railcars.		

CAUTION

STAY CLEAR OF AIR SYSTEM HOSE WHILE UNCOUPLING

38.	Signal the switch engine operator to uncouple from the purified phosphoric acid empty railcars.		

NOTE

SWITCH ENGINE MUST STOP 20 FEET BEFORE COUPLING TO ANY RAILCAR

DANGER

NEVER STAND BETWEEN THE SWITCH ENGINE AND THE RAILCARS ON THE TRACK WHEN COUPLING OR UNCOUPLING RAILCARS

39.	Signal the switch engine operator to couple to the purified phosphoric acid railcar loads.		
40.	Hook the brake system air hose from the switch engine to the purified phosphoric acid railcar loads.		

CAUTION

STAY CLEAR OF THE AIR SYSTEM HOSE WHILE PRESSURING UP THE AIR SYSTEM ON THE RAIL CAR

41.	Open the air valve to let the air into the railcar brake system.		
42.	Take the purified phosphoric acid railcar loads to the scale.	Switch engine operator will weigh railcars.	

NOTE

SWITCH ENGINE MUST ACTIVATE CROSSING LIGHTS AND SOUND SWITCH ENGINE HORN 100 YARDS BEFORE ENTERING CROSSING SOUNDING HORN MUST CONTINUE UNTIL SWITCH ENGINE IS PAST CROSSING.

Steps		Key Points	PPE/Hazards
43.	Take the loaded purified phosphoric acid railcars to load out for Union Pacific.		

Training Notes:

1. This procedure must be practiced with a qualified A-operator before meeting certifications.

Agrium

Conda Phosphate Operations

OPERATIONS PROCEDURE ACKNOWLEDGEMENT

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TRAINEE: _____

DATE: _____